

Railroad Days Application

Complete the application, "Terms of Participation" and the Hold Harmless Agreement.
Return all documents and payment to: City of Brunswick, Railroad Days Committee, 1 West
Potomac Street, Brunswick, MD 21716. Make all checks payable to: City of Brunswick.

	Before 6/15/10	After 6/15/10
<input type="checkbox"/> Non Profit (Fundraising) - # of 12x10 spaces	_____ \$15	_____ \$25
<input type="checkbox"/> Non Profit (Non Fundraising)	_____ \$0	_____ \$10
<input type="checkbox"/> Crafter- # of 12x10 Outdoor spaces	_____ \$50	_____ \$60
<input type="checkbox"/> Crafter- # of 10x10 Indoor spaces	_____ \$50	_____ \$60
<input type="checkbox"/> Electrical Connection	_____ \$15	_____ \$20
<input type="checkbox"/> Food Vendor- Profit - per 12x10 space	_____ \$75	_____ \$100
<input type="checkbox"/> Food Vendor- Non Profit - per 12x10 space	_____ \$50	_____ \$75

☐ Juried Crafter with entry for *Best in Show- \$250 Grand Prize*

Approved Juried crafter will be entitled to one 12x10 space free of charge, you may
rent additional space at the standard crafter rate.

Number of spaces needed including free space _____

***** Food vendors must include a copy of your Health Dept. Food Permit*****

Amount Enclosed: _____ Check #: _____ Cash: _____
Credit Card #: _____ Circle one: **Visa MasterCard Discover**
Expiration Date: _____ ☐ I wish to call City Hall with Credit Card info.
Preferred Location: _____ Space Number: _____
Name: _____ Phone: _____
Email Address: _____
Business Name: _____
Address: _____
City: _____ State: _____ Zip code: _____
Maryland Tax Number or Social Security Number: _____
Description of food and/or Craft items (Must match health permit): _____

Size/Type of Trailer or Tent/Stand: _____ Water hook up: ____ Yes ____ No

Electrical Requirements (food vendors only) - list amps needed _____

Request for Railroad Days Promotional Items: Number of Rack Cards _____ Posters _____

TERMS OF PARTICIPATION

1. The City of Brunswick is sponsoring a Railroad Days Festival on Saturday, October 2 and Sunday, October 3, 2010 from 10:00am to 5:00pm. **The event will be held rain or shine.**

2. Spaces will be provided in the area known as Railroad Square and Main Street of Brunswick, which are hard surface streets. Spaces are limited to 12' x 10' and are uncovered. Indoor spaces (10'x10') are available at the fire hall building. Please bring all of your own tables, chairs, and canopies. Please do not plan on driving any canopy stakes into the road.

3. **Craft Vendors:** Set-up time for outdoor crafters is after 9:00 p.m. on Friday evening on October 1, or at 7:00 a.m. on Saturday, October 2 and Sunday, October 3. Please unload all tables, crafts, and canopies first, then park vehicles before you set up. Police patrols and security will be in the immediate area overnight, so you can leave tables and canopies up overnight if you would like.

Food Vendors: Set-up time is Friday, October 1 after 8:00 p.m. If you plan to set-up Friday you *must* notify the Special Events Dept. the week before the event to set up an appointment. We need to hook up all electric and water lines the day before the festival. On Saturday and Sunday, after unloading your supplies, please be sure to move your vehicles to a parking area. We will be closing roads to vendor spaces at 9:00 am. Applications and a current copy of Health Department Food Permit must be received by August 16, 2010 in order to assign spaces.

4. All crafters, food vendors and organizational displays must stay in their assigned space. No direct solicitation of sales or loud yelling from your space is permitted. If this rule is violated, you will be asked to leave without a refund.

5. The Festival closes at 5:00 p.m. both days. Vehicles will not be permitted in vendor areas between 9:00 a.m. and 5:30 p.m. There will not be a storage area available for overnight. ***Please note the time for getting back into your space in the evening is for safety reasons.** This will give spectators time to leave the area.

6. It is the responsibility of the applicant to collect and forward Maryland sales tax to the State. We provide them with a list of vendors.

7. The City of Brunswick and their employees will not be responsible for personal injury, loss, damage to property or belongings, whether it be the food vendor, exhibit, patron, shopper, or spectator. No liability insurance coverage will be provided by the City of Brunswick.

8. A cancellation of a crafter or food vendor must be done by August 16, 2010 to get 50% of the fee refunded, minus a \$5 processing charge. Cancellations after August 16, 2010 and "no shows" the day of the event will forfeit all refunds. A cancellation due to a medical emergency or a death in the immediate family must provide proof to receive a 50% refund minus a \$5 processing fee after August 16, 2010.

9. Per the Frederick County Health Department, **NO animals** are permitted to stay at a craft, food or non-profit space. If this rule is violated you will be asked to leave with no refund.

I/We have read and understand the City of Brunswick rules and requirements. Violations will result in termination of this agreement.

Signature

Date

INDEMNITY / HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, the undersigned Organization/Individual agrees to indemnify and hold the City of Brunswick, its elected and appointed officials, employees, and volunteers and others working on behalf of the City, harmless from and against all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of the Organization/Individual, or anyone acting on its behalf in connection with or incident to the Brunswick Railroad Days scheduled for October 2 & 3, 2010, except that the Organization/Individual shall not be responsible to the City, on indemnity for damages caused by or resulting from the City's sole negligence; and the Organization/Individual shall, at its own cost and expense, defend any such claims and any suit, action, or proceeding which may be commenced there under, and the Organization/Individual shall pay any and all judgments which may be recovered in any suit, action or proceeding, and any and all expense including, but not limited to, costs, attorney's fees and settlement expenses, which may be incurred therein.

PLEASE PRINT

Organization/Individual _____

Authorized Signature _____

Address _____

Phone _____ Date _____

Witness Signature _____ Date _____